

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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December 16, 2003

FROM: GARY PENROD, Sheriff
Sheriff's Department

SUBJECT: CONTRACT WITH U.S. MARINE CORPS AIR GROUND COMBAT CENTER (MCAGCC), TWENTYNINE PALMS, FOR ACCESS TO THE CALIFORNIA LAW ENFORCEMENT TELECOMMUNICATIONS SYSTEM (CLETS) AND THE MAINTENANCE OF A BREATH ALCOHOL ANALYSIS INSTRUMENT – FEDERAL CONTRACT NO. M67399-04-P-0011.

RECOMMENDATION: Approve contract with the U.S. Marine Corps Air Ground Combat Center (MCAGCC), Twentynine Palms, for access to California Law Enforcement Telecommunications System (CLETS) and the maintenance of one breath alcohol analysis instrument in return for revenue in the amount of \$8,501.60 for 2003-04.

BACKGROUND INFORMATION: By State mandate, the Sheriff's Department oversees the local switching center that allows access by local law enforcement agencies to CLETS, a state-wide criminal justice database. In turn the Department contracts with these agencies to spread the cost of the system among the agencies using the system.

The Sheriff's Department provides maintenance and calibration of breath alcohol analysis instruments to local law enforcement and government agencies. The Department also provides computer support including data upload and storage, program download, instrument diagnostics and reports. The Department provides for basic services and support to U.S. Marine Corps Air Ground Combat Center (MCAGCC), Twentynine Palms, that relieves the necessity for the Sheriff's Department to conduct breath alcohol screening for this military installation.

Contracts with federal agencies are reviewed annually to revise the fee schedule to ensure proper cost recovery to the County. In an effort to reduce paperwork, MCAGCC combined both services in one contract. The contract amount of \$8,501.60, of which \$6,501.60 is for CLETS and \$2,000.00 is for the maintenance of the breath alcohol analysis instrument, represents an increase of \$245.87 from 2002-03 due to an increase in the number of CLETS transactions processed by MCAGCC. This contract is for the period of October 1, 2003 through September 30, 2004. The Department has contracted with MCAGCC since 1985-86 and has continued to provide ongoing services in anticipation of the receipt of a Federal contract. The Department received the contract from MCAGCC on November 25, 2003 and December 16th is the first Board date available for approval after completion of the review process.

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed and approved as to form by County Counsel (Kevin L. Norris, Deputy County Counsel, 387-5441) on December 4, 2003, and has been reviewed by the County Administrative Office (Marcia Faulkner, Administrative Analyst, 387-5408) on December 5, 2003

FINANCIAL IMPACT: Revenue generated by this contract, in the amount of \$8,501.60, fully offsets the cost of providing the services and was included in the Sheriff's Department Budget for 2003-04. No additional local cost to the County.

SUPERVISORIAL DISTRICT(S): First

PRESENTER: Wendy Britt, Sheriff's Administrative Manager, 387-3637

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Record of Action of the Board of Supervisors

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